

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

1800 Third Street, Suite 390
P. O. Box 952054
Sacramento, CA 94252-2054
(916) 322-1560
FAX (916) 327-6660

**ADDENDUM # 2**

July 31, 2009

Dear Interested Parties:

SUBJECT: Addendum to the Homelessness Prevention and Rapid Re-Housing Program (HPRP) – 2009 Notice of Funding Availability (NOFA) dated July 8, 2009.

This addendum serves to:

Amend **Section V. Eligible Applicants** on page 5 to include the following:

- School Districts and Public Housing Authorities (PHA) may be eligible applicants for HPRP funds conditioned upon HUD's Approval of HCD's waiver request.
Note: School Districts and PHA applicants will be subject to the non-profit eligibility requirements for both Entitlement and Non-Entitlement jurisdictions.

And replace **Section IX. Rating and Threshold Criteria; A, B, C, D, E, and F** on pages 8 and 9.

A. Applicant Capability (90 Points)

- Years serving the Homeless and at Risk Population *and*
• Experience operating a rental assistance program
(30 points max)
Total years/number of applicants = Average Years;
0 - 5 years = 10 points
5 -10 years = 20 points
10 + = 30 points
- Currently providing Homelessness Prevention activities *(18 points max)*
If Lead Agency and all Partners are currently providing Homelessness Prevention and/or Rapid Re-Housing Services – 18 points
If not all (at least one) are currently providing Homelessness Prevention and/or Rapid Re-Housing Services – 10 points
If none - 0 points

- Service area is well defined (15 points max)
Identified on page 4 of the application and discussed in Outreach
- Certificate(s) of Local Approval (6 points)
Applications will be determined to be ineligible if Certificate(s) of Local Approval are not included.
- Aligned with 10-year Plan and/or Continuum of Care (12 points max)
*If yes = 6 points and;
Program's roles are clearly defined = 6 points
If no, but working on the 10 year plan = 6 points*
- HMIS or comparable data collection system (9 points)
System is in place or has letter(s) of intent

B. Services (75 Points)

- Number of services provided (21 points max)
*1-9 Services = 4 points;
10-15 Services = 7 points;
16-20 Services = 14 points;
20+ Services = 21 points*
- % Financial Assistance (12 points)
*70% and above of proposed budget = 12 points
60%-69% of proposed budget = 8 points
50%-59% of proposed budget = 4 points
Less than 50% = 0 points*
- % Housing Relocation and Stabilization (12 points)
*30% and below of proposed budget = 12 points
31%-40% of proposed budget = 8 points
41%-50% of proposed budget = 4 points
More than 50% = 0 points*
- % Data Collection and Evaluation (10 points)
*5% and below of proposed budget = 10 points
6%-11% of proposed budget = 6 points
12%-15% of proposed budget = 3 points
More than 15% = 0 points*
- Homelessness Prevention Program (10 points)
Applications proposing to provide Homelessness Prevention Services and Activities
- Rapid Re-Housing Program (10 points)
Applications proposing to provide Rapid Re-Housing Services and Activities

C. Outreach and Marketing (100 Points)

- Identified Local Need (24 points max)
Local need is adequately demonstrated in application
- Outreach Plan (35 points max)
Discussion of the following major components:
Points of contacts (0-5 points)
Networking (0-5 points)
Targeting strategies (0-5 points)
Coordination of services (0-5 points)
Challenges in meeting the needs of the homeless (0-5 points)
Challenges in meeting the needs of persons at risk of becoming homeless (0-5 points)
HUD Risk factors discussed (0-5 points)

***State Risk Factors Discussed (0 points)-Must include to pass threshold.
(See page 9 of NOFA)***

- HUD Targeting: 50% or less of Area Median Income (5 points)
Targeting HUD AMI requirement = 5 points
- State Targeting: 10% - 30% Area Median Income (5 points)
Targeting State AMI = 5 points
- Marketing Plan (20 points max)
Discuss the following:
Marketing materials you will use to involve participants (4 points)
Strategies you will use to involve participants (4 points)
Strategies you will use to involve community organizations (4 points)
Strategies you will use to involve leaders (4 points)
Strategies you will use to involve other federal, state and local programs serving the homeless population and those at risk of becoming homeless (4 points)
- Utilization of CalWORKS homeless assistance (2 points)
Discussed in Outreach Plan
- General Assistance caseload (3 points)
Discussed in Outreach Plan
- Identification of homeless count (3 points)
Discussed in Outreach Plan
- Utilization of waiting lists for subsidized housing emergency shelters (3 points)
Discussed in Outreach Plan

D. Fiscal Management (60 Points)

- EHAP grant management (within past 3 years) (3 points)
1 grant = 1 point
2-3 grants = 2 points
4+ grants = 3 points
- FESG grant management (within past 3 years) (3 points)
1 grant = 1 point
2-3 grants = 2 points
4+ grants = 3 points
- Other State or Federal grant management (3 points)
1 type of grant = 1 point
2-3 types of grants = 2 points
4+ types of grants = 3 points
- No Audit Findings (6 points)
No Audit Findings = 6 points
Unresolved Audit Findings with explanation = 3 points
Unresolved Audit findings without explanation = 0 points
- Identifiable Estimated Drawdown Schedule (6 points)
Draw Down Schedule that complies with required expenditure rate = 6 points
Draw Down Schedule does not meet the required 60% expenditure rate within 2 year period = 3 points
Draw Down Schedule does not meet the required 100% expenditure rate within 3 year period = 0 points
- Individualized Housing and Service Plan (24 points max)
Activities in the "Plan" (2 points each):
Client Initial Consultation
Screening Questionnaire
Income Determination
Homeless and/or At Risk Determination
Case Management Notes
Specific Client Assistance Agreement and Budget
Client Eligibility Tracking and Fiscal Expenditure Report
Client Data Collection
Program Data Collection
HMIS Reporting Client Data to Lead Agency/Single Agency
HMIS Reporting Program Data to Lead Agency/Single Agency
Reporting Program Data to HCD
- Positive Net Worth (6 points)
Balance Sheet Assets are greater than Liabilities = 6 points
Assets are equal to Liabilities = 3 points
Liabilities are greater than Assets = 0 points

- Working Capital (6 points)
Working Capital is positive = 6 points
Working Capital is negative = 0 points
- Identifiable use of Professional fiscal services (3 points)

E. Multi-Agency Applications (50 Points)

- Based on number of Partner Agency's in the collaboration
1 Agency = 0 points;
2 Agencies = 25 points;
3 Agencies = 40 points;
4+ Agencies = 50 points

F. Non-Entitlement Area Applications – (75 Points max)

Applicants serving "Non-Entitlement Areas" (Attachment A) will receive up to an additional 75 points provided they have passed threshold.

Number of Non-Entitlement areas served / Total number of Non-Entitlement areas Plus Entitlement areas served, Multiplied by 75 points = Number of points

Approved by:

Chris Westlake, Deputy Director
Department of Housing and Community Development